

GAO

United States General Accounting Office 131436

Fact Sheet for the Honorable Frank H.
Murkowski, United States Senate

October 1986

PROFESSIONAL SERVICES

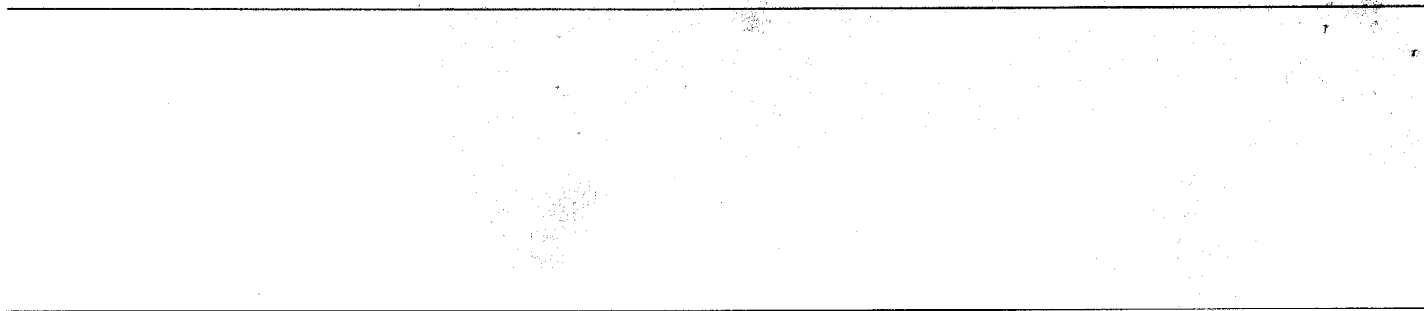
Federal Agencies' Procurement of Professional Services From Alaskan Firms



131436

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United States
General Accounting Office
Washington, D.C. 20548

General Government Division

B-224124

October 16, 1986

The Honorable Frank H. Murkowski
United States Senate

Dear Senator Murkowski:

By letter dated January 29, 1986, you requested information on federal agencies' procurement of professional services for federal projects located in the state of Alaska. Specifically, you wanted information on (1) the policies and procedures used by federal agencies to procure professional services, especially architect-engineering services; (2) the number and value of contracts awarded to Alaskan and non-Alaskan firms during fiscal years 1984 and 1985; and (3) the consideration federal agencies give arctic and subarctic climatic conditions in selecting architectural-engineering firms for design projects. Earlier, we briefed your representative on the results of our review. This document summarizes the information presented during that briefing.

In summary, we found that professional service contracts are generally awarded by the negotiated procurement method. We also found that 70 percent of the value of contracts for professional services awarded during fiscal years 1984 and 1985 for federal projects in Alaska were awarded to firms having Alaskan addresses. Further, agency officials told us that, when applicable, arctic and subarctic climatic expertise is considered and evaluated in the selection of architect-engineering firms for Alaskan projects. The appendix provides more detailed information on the above subjects.

As arranged with your office, unless you publicly announce its contents or authorize its release sooner, no further distribution of this report will be made until 10 days from the date of this letter. At that time, we will send copies to the Administrator of General Services, Secretary of Defense, Secretary of the Navy, Secretary of the Army, Secretary of Transportation, and the Director, Office of Management and Budget. Copies of this report will be made available to others upon request.

We trust this information is responsive to your needs. Should you have questions about the information in this

B-224124

report or desire additional information, please contact me at
(202) 275-8676.

Sincerely yours,

James G. Mitchell

James G. Mitchell
Senior Associate Director

C o n t e n t s

	<u>Page</u>
Background	4
Scope and Methodology	4
Policies and Procedures	5
Alaskan Firms' Contracts	7
Arctic-Subarctic Climate Conditions Considered	8
Examples of Professional Services	18

TABLES

I.1	Professional Services, Procurement Actions Related to Alaskan Projects, Fiscal Years 1984/85	8
I.2	Procurement Actions Related to Alaskan Projects, Architect & Engineering - Construction	10
I.3	Procurement Actions Related to Alaskan Projects, Architect & Engineering - General	12
I.4	Procurement Actions Related to Alaskan Projects, Automatic Data Processing Services	13
I.5	Procurement Actions Related to Alaskan Projects, Management and Professional Services	14
I.6	Procurement Actions Related to Alaskan Projects, Special Studies and Analysis	15
I.7	Procurement Actions Related to Alaskan Projects, Administrative and Support Services	16
I.8	Procurement Actions Related to Alaskan Projects, Management Support Services	17

Abbreviations

OFPP	Office of Federal Procurement Policy
SF	Standard Form

FEDERAL AGENCIES' PROCUREMENT
OF PROFESSIONAL SERVICES FROM
ALASKAN FIRMS

BACKGROUND

"Professional service" is a vague and ambiguous term. In its January 1985 report on its study of professional service contracting, the Office of Federal Procurement Policy (OFPP) pointed out that the term is not defined in statute or regulation. In its report, OFPP considered the terms professional, technical, and managerial service to be synonymous. Likewise, the Federal Procurement Data System treats these same types of services as elements of a single data reporting category. Accordingly, we treated the terms "professional, managerial, and technical" as synonymous and refer to them simply as "professional services". Examples of services included in this category are provided on pages 18 and 19. This fact sheet provides information on the procurement by federal agencies of professional services for federal projects located in Alaska.

SCOPE AND METHODOLOGY

To determine the policies and procedures used by federal agencies to procure professional services, we reviewed both the Federal Acquisition Regulation, the primary set of regulations used by executive agencies in purchasing supplies and services, and selected agencies' supplemental acquisition regulations. We also interviewed officials from the General Services Administration, U.S. Coast Guard, U.S. Army Corps of Engineers, and U.S. Naval Facilities Engineering Command. These agencies were selected because our analysis of contract procurement data showed that they were responsible for about 81 percent of the new architect-engineering service contracts awarded during fiscal years 1984 and 1985.

To obtain statistics on the number and value of professional service contracts awarded for Alaskan federal projects, we used data developed by federal agencies for the Federal Procurement Data System. This System was established by OFPP in 1978 to collect and disseminate statistics on the procurement of goods and services by executive agencies using appropriated funds. During fiscal years 1984 and 1985, each agency, except the Department of Defense, was required to individually report all procurement actions over \$10,000. The Department of Defense reporting minimum was \$25,000. Starting in fiscal year 1986 the \$25,000 reporting amount was used by all agencies. Procurement actions of lesser amounts were reported on a lump sum basis by each agency. We did not verify the reported information.

POLICIES AND PROCEDURES

Professional services are generally procured through negotiated contracts. During fiscal years 1984 and 1985, 94 percent of the new contracts awarded for professional services on Alaskan federal projects were negotiated.

The Federal Acquisition Regulation allows the use of the negotiated method in the procurement of professional services. Negotiated procurement is a flexible process that includes the receipt of proposals from offerors, permits bargaining, and usually affords offerors an opportunity to revise their offers before the award of a contract. The negotiated method also allows contract awards to be based on factors other than price, for example, technical expertise.

Procurement of Architect-Engineering Service

Public Law 92-582 is the legislation which governs federal agencies' selection of architect-engineers. This law provides that (1) all requirements for architect-engineering services shall be publicly announced and (2) contracts for such services shall be negotiated on the "basis of demonstrated competence and qualification for the type of professional services required and at fair and reasonable prices." Price is not considered until after the best qualified firm has been identified.

According to the Federal Acquisition Regulation, all projects which are estimated to cost at least \$10,000 are to be advertised in the Commerce Business Daily. The announcement is to contain a brief description of the project and other pertinent data such as contract time period, estimated construction value, and the contractor selection criteria. The selection criteria are specified in the Federal Acquisition Regulation (Part 36 - Construction and Architect-Engineering Contracts) as follows:

- (1) "Professional qualifications necessary for satisfactory performance of the required services."
- (2) "Specialized experience and technical competence in the type of work required."
- (3) "Capacity to accomplish the work in the required time."
- (4) "Past performance on contracts with government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules."
- (5) "Location in the general geographic area of the project and knowledge of the locality of the project; provided that application of this criterion leave an appropriate

number of qualified firms, given the nature and size of the project."

- (6) "Acceptability under other appropriate evaluation criteria." This criterion would apply, for example, when the contract can only be awarded to a small business or there is a limitation on the volume of work any particular firm may be awarded during a given time period.

Weights assigned to the various criteria factors are to be determined by the agency on a project-by-project basis and may or may not be noted in the announcement.

The announcement advises firms which meet the stated requirements and are interested in being considered for the project to submit Standard Forms (SF) 254, Architect-Engineer and Related Services Questionnaire, and 255, Architect-Engineer Related Services Questionnaire for Specific Projects. The SF 254 provides basic information about the firm and the SF 255 provides specialized information indicating the qualifications of the firm to handle the specified project.

All firms are to be evaluated by an agency evaluation board which is composed of members who, collectively, have experience in architecture, engineering, construction, and related acquisition matters. Members of the committee can be from the agency for which the work is being done, other federal agencies, or if authorized by agency procedures, private individuals with architecture, engineering, or related professional experience. However, no firm can be eligible for the contract if one of its members is participating as a member of the committee. The committee does the following:

- (1) Reviews the data submitted by contractors.
- (2) Evaluates firms based on the selection criteria listed in the public advertisement.
- (3) Holds discussions with at least three of the most highly qualified firms if the contract is estimated to exceed \$10,000. During the interview the firm is requested to make a presentation demonstrating its general capabilities and qualifications for the project, proposed organizational structure, design approach, and related experience.
- (4) Prepares a selection report recommending, in order of preference, at least three firms considered to be the most highly qualified.

The selecting authority is then to review the selection report and make the final decision on the ranking. If the firm listed as the most preferred by the selecting authority is not the firm recommended as the most qualified by the evaluation committee, the selecting authority must provide a written explanation justifying the change.

The contracting officer is then to issue a Request for Proposal to the firm selected as most preferred. The request describes the assignment requirements and asks for a price proposal. If the contract cost is estimated to exceed \$25,000, an independent government cost estimate is required before negotiations begin. Also, if the estimated cost is over \$500,000, a pre-award audit of the firms proposal may be made. Negotiations are then to be held to establish a contract at a price considered fair and reasonable to both the firm and the government. If these negotiations are not successful the negotiations must be formally terminated. Negotiations are then to be undertaken with the second ranked firm on the selection list and so on until a fair and reasonable price is negotiated.

ALASKAN FIRMS' CONTRACTS

As shown in table I.1, firms that used Alaskan addresses received about 70 percent of the total value of professional service contracts awarded during fiscal years 1984 and 1985 for federal projects in Alaska. This table includes both new contracts and contract modifications. A contract modification would represent a change to the original contract, for example, if additional work was added or some work was deleted from the original contract. The original contract may or may not have been awarded during fiscal years 1984 and 1985. On pages 10 through 17 detailed information on federal agencies' procurement of professional services during fiscal years 1984 and 1985 is provided.

Table I.1:
Professional Services
Procurement Actions Related to Alaskan Projects
Fiscal Years 1984/85

Service rendered	Contractor Address				Total value (000)
	Alaskan		Non-Alaskan		
	Value (000)	Percent of total	Value (000)	Percent of total	
Architect & engineering - construction	\$10,457	59%	\$ 7,282	41%	\$17,739
Architect & engineering - general	7,431	78	2,066	22	9,497
Automatic data processing services	386	115	<51> ^a	<15>	335
Management & professional services	4,252	91	413	9	4,665
Special studies and analysis	3,636	76	1,175	24	4,811
Administrative support services	43	15	246	85	289
Management support services	<u>154</u>	100	<u>0</u>	0	<u>154</u>
Total	\$26,359	70%	\$11,131	30%	\$37,490

^aWithin this amount was a contract modification which resulted in a contract cost reduction of \$134,000.

Agency officials with whom we discussed the procurement of architect-engineering services all stressed that their organizations attempted to the extent practicable to award contracts to in-state firms. This goal was stated in various agency documents we reviewed.

ARCTIC-SUBARCTIC CLIMATE CONDITIONS CONSIDERED

All the agencies' officials we talked with stated that if a particular Alaskan project could be subject to arctic or subarctic conditions that would influence the operation of the facility, expertise in dealing with these climatic conditions would be one of the architect-engineering evaluation criteria. We noted several examples where this selection criterion was stated in the Commerce Business Daily advertisement.

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Table I.2:
Procurement Actions Related to Alaskan Projects
Architect & Engineering - Construction

New contracts - fiscal year 1984

Agency	Contractor Address								Total	
	Alaskan				Non-Alaskan				Number of contracts	Value of contracts (000)
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total		
Dept. of Defense										
Army	0	0%	\$ 0	0%	2	100%	\$455	100%	2	\$455
Navy	2	50	154	57	2	50	114	43	4	268
Air Force	1	100	51	100	0	0	0	0	1	51
Corps of Engineers	1	100	51	100	0	0	0	0	1	51
Dept. of the Interior	1	100	158	100	0	0	0	0	1	158
Gen. Services Admin.	1	50	17	53	1	50	15	47	2	32
Dept. of Transportation	4	67	855	71	2	33	341	29	6	1,196
Subtotal	10	59% ^a	\$1,286	58% ^a	7	41% ^a	\$925	42% ^a	17	\$2,211

New Contracts - Fiscal Year 1985

Dept. of Defense										
Army	22	71%	\$3,895	69%	9	29%	\$1,786	31%	31	\$5,681
Navy	2	33	120	17	4	67	600	83	6	720
Air Force	1	50	95	46	1	50	110	54	2	205
Dept. of Agriculture	1	100	19	100	0	0	0	0	1	19
Dept. of Commerce	1	100	187	100	0	0	0	0	1	187
Dept. of Interior	2	67	429	85	1	33	74	15	3	503
General Services Admin.	1	100	37	100	0	0	0	0	1	37
Subtotal	30	67% ^a	\$4,782	65% ^a	15	33% ^a	\$2,570	35% ^a	45	\$7,352
Total new contracts	40	65% ^a	\$6,068	63% ^a	22	35% ^a	\$3,495	37% ^a	62	\$9,563

^aGAO Note: This percentage is not a total.

	Contractor Address									
	Alaskan				Non-Alaskan				Total	
	Number of	Percent	Value of	Percent of	Number of	Percent	Value of	Percent of	Number of	Value of
	contracts	of total	contracts (000)	total	contracts	of total	contracts (000)	total	contracts	contracts (000)
<u>Contract Modification</u>										
Fiscal year 1984			\$ 1,645	77%			\$ 494	23%		\$ 2,139
Fiscal year 1985			2,744	45			3,293	55		6,037
Total modifications			\$ 4,389	54% ^a			\$3,787	46% ^a		\$ 8,176
Total new contracts & modifications			\$10,457	59% ^a			\$7,282	41% ^a		\$17,739

^aGAO Note: This percentage is not a total.

Table I.3:
Procurement Actions Related to Alaskan Projects
Architect & Engineering - General

New contracts - fiscal year 1984

Agency	Contractor Address									
	Alaskan				Non-Alaskan				Total	
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Value of contracts (000)
Dept. of Defense										
Army	4	100%	\$495	100%	0	0%	\$ 0	0%	4	\$495
Air Force	1	100	231	100	0	0	0	0	1	231
Corps of Engineers	1	100	33	100	0	0	0	0	1	33
Dept. of Agriculture	1	100	6	100	0	0	0	0	1	6
Dept. of Transportation	0	0	0	0	3	100	64	100	3	64
Subtotal	7	70% ^a	\$765	92% ^a	3	30% ^a	\$64	8% ^a	10	\$829

New contracts - fiscal year 1985

Dept. of Defense										
Army	2	100%	\$ 330	100%	0	0%	\$ 0	0%	2	\$ 330
Air Force	4	67	1,237	61	2	33	794	39	6	2,031
Dept. of Agriculture	1	50	60	52	1	50	55	48	2	115
Dept. of the Interior	1	100	400	100	0	0	0	0	1	400
Subtotal	8	73% ^a	\$2,027	70% ^a	3	27% ^a	\$849	30% ^a	11	\$2,876
Total new contracts	15	71% ^a	\$2,792	75% ^a	6	29% ^a	\$913	25% ^a	21	\$3,705

Contract modifications

Fiscal year 1984	\$1,779	87%	\$ 270	13%	\$2,049
Fiscal year 1985	2,860	76	883	24	3,743
Total modifications	4,639	80% ^a	\$1,153	20% ^a	\$5,792
Total new contracts & modifications	\$7,431	78% ^a	\$2,066	22% ^a	\$9,497

^aGAO Note: This percentage is not a total.

Table I.4:
Procurement Actions Related to Alaskan Projects
Automatic Data Processing Services

New contracts - fiscal year 1984

Agency	Contractor Address								Total	
	Alaskan				Non-Alaskan				Number of contracts	Value of contracts (000)
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total		
Dept. of the Interior	1	100%	\$ 26	100%	0	0%	\$ 0	0%	1	\$ 26
General Services Admin.	1	50	225	88	1	50	31	12	2	256
Subtotal	2	67% ^a	\$251	89% ^a	1	33% ^a	\$ 31	11% ^a	3	\$ 282

New contracts - fiscal year 1985

Dept. of the Interior	0	0%	\$ 0	0%	1	100%	\$ 44	100%	1	\$ 44
General Services Admin.	1	100	135	100	0	0	0	0	1	135
Subtotal	1	50%	\$135	75%	1	50%	\$ 44	25%	2	\$ 179
Total new contracts	3	60% ^a	\$386	84% ^a	2	40% ^a	\$ 75	16% ^a	5	\$ 461

Contract modifications

Fiscal year 1984			\$ 0	0%			\$<134> ^b	100%		\$<134>
Fiscal year 1985			0	0			8	100		8
Total modifications			\$ 0	0% ^a			\$<126>	100% ^a		\$<126>
Total new contracts & modifications			\$386	115% ^a			\$ <51>	<15>% ^a		\$ 335

^aGAO Note: This percentage is not a total.

^bContract reduction.

Table I.5:
Procurement Actions Related to Alaskan Projects
Management & Professional Services

New contracts - fiscal year 1984

Agency	Contractor Address								Total	
	Alaskan				Non-Alaskan				Number of contracts	Value of contracts (000)
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total		
Dept. of Agriculture	0	0%	\$ 0	0%	2	100%	\$ 38	100%	2	\$ 38
Dept. of Commerce	1	100	22	100	0	0	0	0	1	22
Dept. of the Interior	8	89	2,146	97	1	11	75	3	9	2,221
Dept. of Transportation	0	0	0	0	1	100	32	100	1	32
Veterans Administration	1	100	112	100	0	0	0	0	1	112
Subtotal	10	71% ^a	\$2,280	94% ^a	4	29% ^a	\$145	6% ^a	14	\$2,425

New contracts - fiscal year 1985

Dept. of Defense										
Army	1	50%	\$ 28	47%	1	50%	\$ 32	53%	2	\$ 60
Dept. of Agriculture	2	100	203	100	0	0	0	0	2	203
Dept. of Commerce	1	100	77	100	0	0	0	0	1	77
Health and Human Services	1	100	240	100	0	0	0	0	1	240
Dept. of the Interior	3	100	790	100	0	0	0	0	3	790
Dept. of Transportation	0	0	0	0	1	100	43	100	1	43
Veterans Administration	1	100	111	100	0	0	0	0	1	111
Subtotal	9	82% ^a	\$1,449	95% ^a	2	18% ^a	\$ 75	5% ^a	11	\$1,524
Total new contracts	19	76% ^a	\$3,729	94% ^a	6	24% ^a	\$220	6% ^a	25	\$3,949

Contract modification

Fiscal year 1984	\$ 220	90%	\$ 24	10%	\$ 244
Fiscal year 1985	303	64	169	36	472
Total modifications	\$ 523	73% ^a	\$193	27% ^a	\$ 716
Total new contracts & modifications	\$4,252	91% ^a	\$413	9% ^a	\$4,665

^aGAO Note: This percentage is not a total.

Table I.6:
Procurement Actions Related to Alaskan Projects
Special Studies and Analysis

New contracts - fiscal year 1984

Agency	Contractor Address									
	Alaskan				Non-Alaskan				Total	
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Value of contracts (000)
Dept. of Defense										
Army	1	100%	\$ 103	100%	0	0%	\$ 0	0%	1	\$ 103
Air Force	1	100	40	100	0	0	0	0	1	40
Dept. of Agriculture	3	75	150	60	1	25	99	40	4	249
Dept. of Commerce	2	100	145	100	0	0	0	0	2	145
Health and Human Services	1	100	119	100	0	0	0	0	1	119
Dept. of the Interior	6	67	941	83	3	33	188	17	9	1129
Equal Employment Opportunity Comm.	2	100	108	100	0	0	0	0	2	108
Subtotal	16	80% ^a	\$1,606	85% ^a	4	20% ^a	\$287	15% ^a	20	\$1,893

New contracts - fiscal year 1985

Dept. of Defense										
Army	1	100%	\$ 63	100%	0	0%	\$ 0	0%	1	\$ 63
Air Force	0	0	0	0	1	100	68	100	1	68
Dept. of Agriculture	5	71	158	58	2	29	116	42	7	274
Dept. of Commerce	1	100	873	100	0	0	0	0	1	873
Health and Human Services	1	100	250	100	0	0	0	0	1	250
Equal Employment Opportunity Comm.	3	100	139	100	0	0	0	0	3	139
Subtotal	11	79% ^a	\$1,483	89% ^a	3	21% ^a	\$184	11% ^a	14	\$1,667
Total new contracts	27	79% ^a	\$3,089	87% ^a	7	21% ^a	\$471	13% ^a	34	\$3,560

Contract modifications

Fiscal year 1984	\$159	19%	\$ 676	81%	\$ 835
Fiscal year 1985	388	93	28	7	416
Total modifications	\$547	44% ^a	\$ 704	56% ^a	\$1,251
Total new contracts & modifications	\$3,636	76% ^a	\$1,175	24% ^a	\$4,811

^aGAO Note: This percentage is not a total.

Table I.7:
Procurement Actions Related to Alaskan Projects
Administrative & Support Services

New contracts - fiscal year 1984

Agency	Contractor Address								Total	
	Alaskan				Non-Alaskan					
	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Percent of total	Value of contracts (000)	Percent of total	Number of contracts	Value of contracts (000)
Dept. of Defense Air Force	1	100%	\$33	100%	0	0%	\$ 0	0%	1	\$ 33
Subtotal	1	100% ^a	\$33	100% ^a	0	0% ^a	\$ 0	0% ^a	1	\$ 33

New contracts - fiscal year 1985

Dept. of Defense Army	0	0%	\$ 0	0%	1	100%	\$246	100%	1	\$246
Dept. of the Interior	1	100	10	100	0	0	0	0	1	10
Subtotal	1	50% ^a	\$10	4% ^a	1	50% ^a	\$246	96% ^a	2	\$256
Total new contracts	2	67% ^a	\$43	15% ^a	1	33% ^a	\$246	85% ^a	3	\$289

Contract modifications

Fiscal year 1984			\$ 0	0%			\$ 0	0%		\$ 0
Fiscal year 1985			0	0			0	0		0
Total modifications			\$ 0	0% ^a			\$ 0	0% ^a		\$ 0
Total new contracts & modifications			\$43	15% ^a			\$246	85% ^a		\$289

^aGAO Note: This percentage is not a total.

Table I.8:
Procurement Actions Related to Alaskan Projects
Management Support Services

New contracts - fiscal year 1984

<u>Agency</u>	<u>Contractor Address</u>								<u>Total</u>	
	<u>Alaskan</u>				<u>Non-Alaskan</u>					
	<u>Number of contracts</u>	<u>Percent of total</u>	<u>Value of contracts (000)</u>	<u>Percent of total</u>	<u>Number of contracts</u>	<u>Percent of total</u>	<u>Value of contracts (000)</u>	<u>Percent of total</u>	<u>Number of contracts</u>	<u>Value of contracts (000)</u>
None	0	0%	\$ 0	0%	0	0%	\$0	0%	0	\$ 0

New contracts - fiscal year 1985

None	0	0%	\$ 0	0%	0	0%	\$0	0%	0	\$ 0
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Contract modifications

Fiscal year 1984			\$146	100%			\$0	0%		\$146
Fiscal year 1985			8	100			0	0		8
Total modifications			\$154	100% ^a			\$0	0% ^a		\$154
Total new contracts & modifications			\$154	100% ^a			\$0	0% ^a		\$154

^aGAO Note: This percentage is not a total.

EXAMPLES OF PROFESSIONAL SERVICES^aArchitect & Engineering - Construction

Administrative & Service Buildings
 Airfield, Missile, & Communication Facilities
 Educational Buildings
 Hospital Buildings
 Industrial Buildings
 Residential Buildings
 Warehouse Buildings
 Research & Development Facilities
 Utilities

Architects & Engineers - General

Architect-Engineers Services (Non-Construction)
 Drafting Engineering Services
 Inspection Services (Non-Construction)
 Management Engineering Services
 Production Engineering Services
 Marine Architect & Engineering-Type Services

Automatic Data Processing Services

ADP Facility Management Services
 ADP Systems Development & Programming Services
 ADP Entry Services
 ADP Transmission Services
 ADP Teleprocessing Services
 Automated Information System Services

Management & Professional Services

Advertising Services
 Data Collection Services
 Financial/Auditing Services
 Land Surveys
 Operations Research Services
 Policy Review/Development Services

Program Evaluation Services
 Public Relations Services
 Real Property Appraisal Services
 Specifications Development Services
 Systems Engineering Services
 Technology Sharing/Utilization Services
 Care of Animals
 Legal Services
 Educational Services
 Certifications & Accreditations
 Technical Assistance
 Telephone & Field Interview Services
 Intelligence Services
 Expert Witness
 Engineering Technical Services
 Communications Services
 Personal Services

Special Studies & Analyses

Air Quality Analyses
 Archeological/Paleontological Studies
 Chemical/Biological Studies & Analyses
 Cost Benefit Analyses
 Data Analyses (Other than Scientific)
 Economic/Socio-Economic & Labor Studies
 Endangered Special Studies - Plant & Animal
 Environmental Assessments
 Environmental Baseline Studies
 Environmental Impact Studies
 Feasibility Studies (Non-Construction)
 Animal & Fisheries Studies
 Geological Studies
 Geophysical Studies
 Geotechnical Studies
 Grazing/Range Studies
 Historical Studies
 Legal/Litigation Studies

^aSource: Department of Defense Procurement Coding Manual, October 1983.

EXAMPLES OF PROFESSIONAL SERVICES^a

Mathematical/Statistical
Analyses
Natural Resource Studies
Oceanological Studies
Recreation Studies
Regulatory Studies
Scientific Data Studies
Seismological Studies
Soils Studies
Water Quality Studies
Wildlife Studies
Medical & Health Studies
Intelligence Studies
Aeronautics/Space Studies
Building Technology Studies
Defense Studies
Educational Studies & Analyses
Energy Studies
Technology Studies
Housing & Community Development
Studies
Security Studies (Physical &
Personnel)
Accounting/Financial Management
Studies

Debt Collection Service
Logistic Support Services
Contract Procurement &
Acquisition Support Services
Public Relations Service

Administrative Support Services

Material Management
Courier & Messenger Services
Transcription Services
Mailing & Distribution Services
Library Services
Court Reporting Services
Word Processing/Typing Service
Translation Service (Including
Sign Language)
Stenographic Services
Other Administrative Support
Services

Management Support Services

Advertising Services
Data Collection Services
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^aSource: Department of Defense Procurement Coding Manual,
October 1983.

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